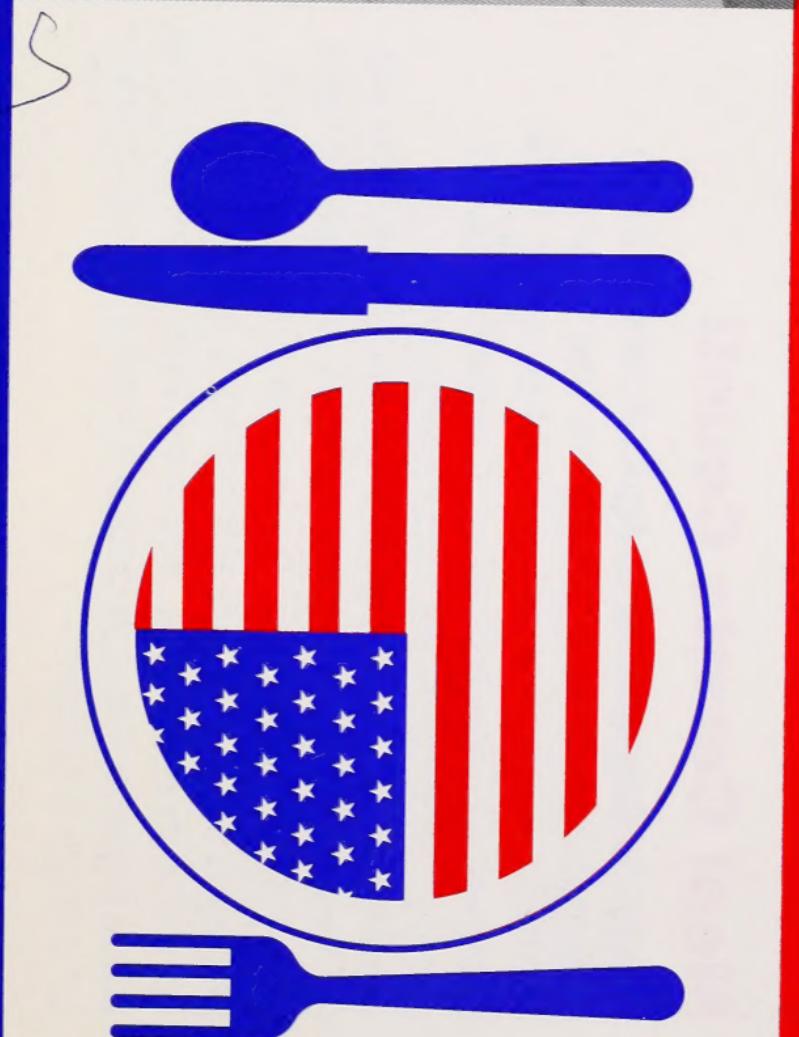


Historic, Archive Document

Do not assume content reflects current scientific knowledge, policies, or practices.

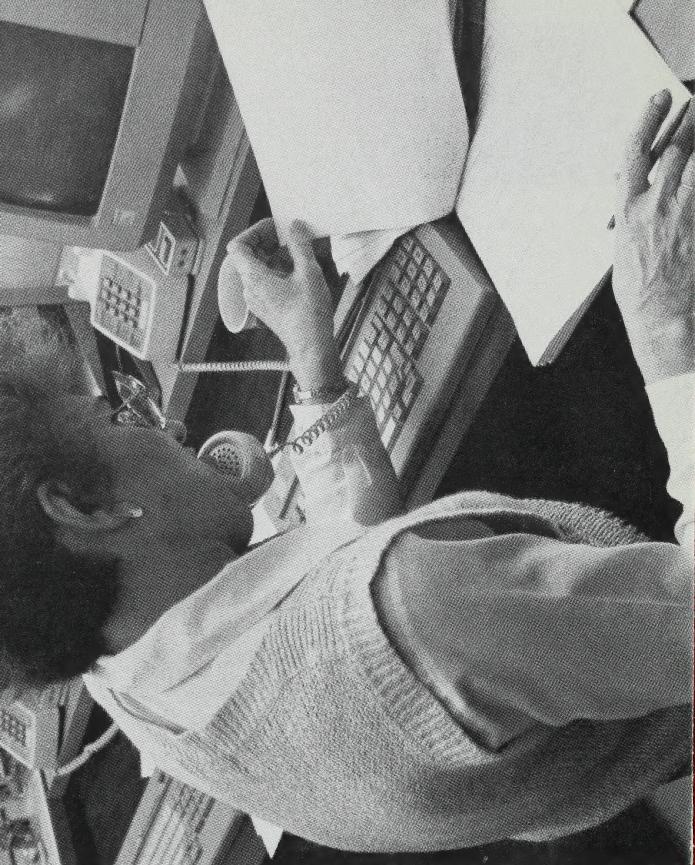
Accountability Questions



aTx353
45
Copy 5

Meal Counts Count!

The U. S. Department of Agriculture's (USDA) National School Lunch Program has provided nutritious lunches to schoolchildren since 1946. Lunches are served free or at reduced price to children who meet the income eligibility requirements. Since the USDA reimburses schools for free and reduced-price lunches at different rates than full-price lunches, the overall accuracy of the program depends on each school's system of counting those meals. You may want to answer the following questions to determine whether you have an effective system.



Accountability Questions

Is your school lunch accountability system tailored to your needs?

Does it include:

- Timely and accurate application approval?
- Correct verification procedure for applications?
- An up-to-date roster?

Are meal counts taken at the point of service?

Does your meal counting system:

- Claim only reimbursable meals?
- Provide an accurate count of all meals including:
 1. Free?
 2. Reduced-price?
 3. Paid?
 4. Nonstudent?

Is your cashier trained to identify required meal components?



Accountability Questions

Are school meal counts taken daily?

Is the consolidated meal count checked by the school food authority?

Does your meal counting system prevent overt identification of students receiving free and reduced-price meals:

- When money is collected?

- When meals are served?

Does your meal counting system:

- Correctly interpret coded tickets/tokens?
- Handle lost or stolen tickets/tokens?
- Prevent tickets/tokens from being used twice?
- Identify nonreimbursable meals such as adult or second meals?

Does your cash reconciliation system document all differences?

Are your cash and tickets safeguarded at all times?



For further information and guidance, see the following:

- NSLP regulations - 7 CFR Part 210
- AccuClaim Manual
- AccuClaim "Meal Counts Count" video
- State/FNS guidance publications on AccuClaim

Or contact your State Agency.

Use of commercial or trade names does not imply approval or endorsement by USDA.

July 1989